

Stoneham Supplementary Regulations

January 30, 1985

Rules and Regulations

- The Board shall have full jurisdiction to determine the eligibility of employees for membership in all cases involving part-time, provisional, temporary, temporary provisional, seasonal or intermittent employment;
- Membership in the Stoneham Retirement System shall consist of all employees of the Town who are eligible under the General Laws pertaining to such membership; including part-time and temporary employees when employment is definitely for a period of more than seven (7) days; but excluding evening school instructors, employees of the recreational programs under the Park Department, school employees who contract as coaches in school sports programs, teachers employed during summer months and teachers aides under a college co-op plan, police matrons, library pages, traffic directors, Unicon part-time temporary personnel including: (golf/course arena laborers, rink guards, cashiers) and part-time cafeteria workers; and the retirement deduction for employees who are members, shall be made from the date of employment;
- Every employee who becomes a member of the Stoneham Retirement System must fill out the necessary forms as furnished by the Retirement Board and name a beneficiary. At the time of enrollment, he/she must also furnish the Board with a copy of their birth certificate, and if a veteran, a copy of the Discharge of Military Service which shall be kept on file by the Board;
- Persons becoming employees after age 65 cannot become members of the system and will have no deductions made from their compensation for retirement unless they have been employed by another governmental unit and a member of the retirement system of that unit. However, notification of employment and record of birth for such employees must be filed with the retirement board and such employees must leave service at the maximum age of their group;
- Automatic payroll deductions begin with the first paycheck. The deduction shall be 5%, 7% or 8% of the employees regular compensation but does not include overtime. Once a year in January, a statement will be sent to all members of the system showing the total payroll deductions which have been deposited to their account and the interest which has been added;
- No accounts may be borrowed on and if the employee transfers employment from one group to another or to any other town or city within the Massachusetts Retirement System, the account must be transferred also and is not refundable;
- Any member who so desires, upon application to the Board of Retirement, may pay into the annuity savings fund additional amounts to be used to increase the amount of annuity at retirement;

Stoneham Supplementary Regulations

- Creditable Service:
- Prior service issued on the following:
 - month of full-time employment = 1 month credit
 - enough part-time employment to make a month of full-time = 1 month credit;
- Service subsequent to July 1, 1937:
 - 1. Part-time, temporary, etc.:
 - time for time based on normal work week of the department;
- 2. Cafeteria Workers:
 - Full-time work week during all of school year = 1 year creditable service;
- 3. School traffic directors
 - Full school year (every school day) = 4 months creditable service;
- Deductions: No deductions shall be made from overtime wages, or extra labor, or extra hire account to employees when it is in addition to specified salary from the same department;
- Firefighters working in off duty hours as Groundmen or Linemen are excepted as being overtime due to the fact that specific rates are set forth for these classifications in the Wage and Classification Schedule and the money appropriated for the purpose is specific;
- To forward the required forms six (6) weeks to two (2) months prior to date an employee will attain maximum age in his/her respective group and the Board of Selectmen shall also be notified. P.E.R.A. regulations 840 CMR 11:00 shall apply for employees age 70 who are classified in Group 1.
- That a member's medical records and individual account cards are not a public record.
- **(AMENDED July 16, 1986).**

July 16, 1986

Membership

Membership in the Stoneham Retirement System shall consist of all employees of the Town who are eligible under the General Laws pertaining to such membership; including part-time and temporary employees when employment is definitely for a period of more than seven (7) days; but excluding evening school instructors, employees of the recreational programs under the Park Department, school employees who contract as coaches in school sports programs, teachers employed during summer months and teachers aides under a college co-op plan, police matrons , library pages,, traffic directors, Unicorn part-time temporary personnel including: (golf course/arena laborers, rink guards, cashiers) part-time cafeteria workers, and student engineers under a college co-op plan; and the retirement deduction for employees who are members, shall be made from

Stoneham Supplementary Regulations

the date of employment.
(AMENDED December 4, 1991).

December 4, 1991	Membership	Membership in the Stoneham Retirement System shall consist of all employees of the Town who are eligible under the General Laws Chapter 32 pertaining to such membership; including part-time and temporary employees when employment is definitely for a period of more than seven (7) days and who work a scheduled minimum of twenty hours per week; but excluding evening school instructors, employees of the recreational programs under the Park Department, school employees who contract as coaches in school sports programs, teachers employed during summer months and teachers aides under a college co-op plan, police matrons , library pages,. traffic directors, Unicorn part-time temporary personnel including: (golf course/arena laborers, rink guards, cashiers) part-time cafeteria workers, and student engineers under a college co-op plan; and the retirement deduction for employees who are members, shall be made from the date of employment (AMENDED May 18, 1993).
May 18, 1993	Membership	Membership in the Stoneham Contributory Retirement System shall consist of all employees of the Town who are eligible under the General Laws Chapter 32 pertaining to such membership; including part-time and temporary employees when employment is definitely for a period of more than seven (7) days and who work a scheduled minimum of twenty hours per week; school personnel (cafeteria workers, teacher aides, and the ten month school year secretaries) however, who work full time for the school year (10 months) are all given one year of creditable service for each school year that they work, but excluding evening school instructors, employees of the recreational programs under the Park Department, school employees who contract as coaches in school sports programs, teachers employed during summer months and teachers aides under a college co-op plan, police matrons , library pages,. traffic directors, Unicorn part-time temporary personnel including: (golf course/arena laborers, rink guards, cashiers) part-time cafeteria workers, and student engineers under a college co-op plan; and the retirement deduction for employees who are members, shall be made from the date of employment (AMENDED September 6, 1994).
September 6, 1994	Membership	Membership in the Stoneham Contributory Retirement System shall consist of all employees of the Town who are eligible under the General Laws Chapter 32 pertaining to such membership; including part-time and temporary employees when employment is

Stoneham Supplementary Regulations

definitely for a period of more than seven (7) days and who work a scheduled minimum of twenty hours per week; school personnel (cafeteria workers, teacher aides, and the ten (10) month school secretaries) however, who work full time for the school year (10 months) are all given one year of creditable service for each school year that they work, but excluding evening school instructors, employees of the recreational programs under the Park Department, school employees who contract as coaches in school sports programs, teachers employed during summer months and teachers aides under a college co-op plan, police matrons , library pages,. traffic directors, Unicorn part-time temporary personnel including: (golf course/arena laborers, rink guards, cashiers) part-time cafeteria workers, and student engineers under a college co-op plan; and the retirement deduction for employees who are members, shall be made from the date of employment. The Superannuation Retirement Benefits of those members in the Stoneham Contributory Retirement System who only work part time for their entire working career, the creditable service will be calculated at their actual salary at the part time rate. **(AMENDED MARCH 23, 1995).**

March 23, 1995	Membership	Membership in the Stoneham Contributory Retirement System shall consist of all employees of the Town who are eligible under the General Laws Chapter 32 pertaining to such membership; including part-time and temporary employees when employment is definitely for a period of more than seven (7) days and who work a scheduled minimum of thirty (30) hours per week; school personnel (cafeteria workers, teacher aides, and the ten (10) month school secretaries) however, who work full time for the school year (10 months) are all given one year of creditable service for each school year that they work, but excluding evening school instructors, employees of the recreational programs under the Park Department, school employees who contract as coaches in school sports programs, teachers employed during summer months and teachers aides under a college co-op plan, police matrons , library pages,. traffic directors, Unicorn part-time temporary personnel including: (golf course/arena laborers, rink guards, cashiers) part-time cafeteria workers, and student engineers under a college co-op plan; and the retirement deduction for employees who are members, shall be made from the date of employment. The Superannuation Retirement Benefits of those members in the Stoneham Contributory Retirement System who only work part time for their entire working career, the creditable service will be calculated at their actual salary at the part time rate.
August 13, 1999	Creditable Service	Any member of the Stoneham Retirement System who has on or before May 1, 1999 purchased part-time service previously rendered in the Town of Stoneham and retires on

Stoneham Supplementary Regulations

or after May 1, 1999 shall be granted full-time credit for such service. All creditable service rendered on or after May 1, 1999 by the members of the Stoneham Retirement System as employees of the Town of Stoneham shall be deemed to be full-time service.

February 11, 2004

CREDITABLE SERVICE

Members of the Stoneham Retirement System who are employed on or after [the date of approval] shall receive creditable service for service rendered consistent with this regulation in the following manner:

For a member in service who is employed in a full-time capacity while an employee in the Town of Stoneham, or in any member unit of the Stoneham Retirement System, he/she will receive one year of creditable service for each full calendar year in which the employee is receiving regular compensation for said service.

For a member in service who is employed in a part-time capacity throughout his/her entire career while an employee in the Town of Stoneham, or in any member unit of the Stoneham Retirement System, he/she will receive one year of creditable service for each full calendar year in which the employee is receiving regular compensation for said service.

For a member in service who has been employed in both a full-time and part-time capacity while an employee in the Town of Stoneham, or in any member unit of the Stoneham Retirement System, the member will receive full-time credit for full-time service, and prorated credit for part-time service based on the full-time equivalency of 35 hours for the position.

For a member who is employed in a part-time capacity throughout his/her entire career while an employee in the Town of Stoneham, or in any member unit of the Stoneham Retirement System, but who either purchase's past refunded service, or has transferred into the Stoneham Retirement System, service rendered in a full-time capacity, the member's part-time service shall be prorated based on the full-time equivalency of the position.

In the case of School Department or Town employees whose full-time employment requires them to work from on or about September 1 to on or about June 30, said employees shall receive one month of creditable service for each full month the

Stoneham Supplementary Regulations

employee is receiving regular compensation, with 10 months being the equivalent of one year of creditable service.

Any member who purchases past part-time service rendered shall have said service prorated based on 35 hours being considered a full week of service.

Any member of the Stoneham Retirement System who has purchased and received creditable service prior to [the date of approval] will not be effected by this regulation.

MEMBERSHIP

Effective [the date of approval], any individual who is permanently employed by the Town of Stoneham or is permanently employed by any member unit of the Stoneham Retirement System for at least 20 hours per week shall immediately become a member of the Stoneham Retirement System.

September 22, 2004	Creditable Service	<p>Members of the Stoneham Retirement System who are employed in the Stoneham Public Schools shall receive creditable service for service rendered consistent with this regulation in the following manner.</p> <p>For a member in service who is employed in a full-time capacity, he/she will receive one year of creditable service for each full calendar year in which the employee is receiving regular compensation for said service.</p> <p>For a member in service who is employed in a part-time capacity through his/her entire career, he/she will receive one year of creditable service for each full calendar year in which the employee is receiving regular compensation for said service.</p> <p>For a member in service who has been employed in both a full-time and part-time capacity, the member will receive full-time credit for full-time service, and prorated service for part-time service based on the full-time equivalency of 35 hours for the position.</p> <p>For a member who is employed in a part-time capacity throughout his/her entire career, but who either purchases past refunded service, or who has transferred into the Stoneham Retirement System service rendered in a full-time capacity, the member's part-time position shall be prorated based on the full-time equivalency of the position.</p>
--------------------	--------------------	---

Stoneham Supplementary Regulations

In the case of School Department employees whose full-time employment requires them to work for on or about September 1 to on or about June 30, including but not limited to cafeteria workers, clerical and secretarial staff, teacher's assistant and teaching professionals, such as therapists, said employees shall receive one month of creditable service for each full month the employee is receiving regular compensation, with 10 months being the equivalent of one year of creditable service.

Notwithstanding the foregoing, the Board recognizes that certain employees, including but not limited to certain secretaries and custodians, are required to work the entire calendar year, and in such a situation, said employees will receive one year's credit based on 12 months of employment, and partial year's credit based on a 12 month year.

Creditable service for 10 month employees shall be calculated based on the equivalent of 1202.5 hours per year, whereas creditable service for 12 month employees shall be based on the equivalent of 1827 hours per year.

Any member who purchases past part-time service rendered shall have said service prorated based on 35 hours being considered a full week of service.

September 24, 2004

Creditable Service

Members of the Stoneham Retirement System who wish to purchase creditable service for past service rendered shall do so in the following manner:

Members who previously rendered service and received a refund of said service, either from this Board or another retirement board under the jurisdiction of G.L. c. 32, are required to purchase the full amount of creditable service rendered, based on the amount withdrawn, together with regular interest. If said service was rendered under the jurisdiction of a retirement board other than this Board, it shall be the sole responsibility of the other retirement board to determine the amount of creditable service rendered, and what liability, if any, said board will accept pursuant to G.L. c. 32, § 3(8)(c). This Board will not accept liability for past refunded service rendered under the jurisdiction of another retirement board.

Members who previously rendered service in the Town of Stoneham, and who were not eligible to participate in the Stoneham Retirement System, shall be eligible to purchase such past service rendered, in monthly increments, consistent with the provisions of

Stoneham Supplementary Regulations

M.G.L. c. 32, § 4(2)(b) and the Board's regulation regarding the calculation of creditable service, i.e. that 35 hours will be considered a full week of creditable service.

March 23, 2005

Effective March 23, 2005 any individual who is permanently employed by the Town of Stoneham or is permanently employed by any member unit of the Stoneham Retirement System for at least 20 hours per week shall immediately become a member of the Stoneham Retirement System. Individuals who are employed in a temporary capacity by any member unit of the Stoneham Retirement System for at least 20 hours per week for 6 consecutive months shall become members of the Stoneham Retirement System upon completion of said period.